

View Basic information - CRS data requisites

I. Contact Personnel

Deborah DeBella 617-727-4900 x 482, email address is – deborahd@dia.state.ma.us

Fran Clarke at 617-727-4900 x 583, email address is - franc@dia.state.ma.us.

Ms. DiBella should be contacted for clinical assistance and Ms. Clarke regarding data format(s), reporting elements or data transmission.

II. CRS Required Data elements in their required columnar order:

Gender

Date of Birth

Claimant Zip Code

Date of Injury

Date of Treatment

CPT Code

Primary ICD9 Code

Insurer's Federal Employee *Tax* ID#

Insurer's Claim #

Provider's Federal Employer *Tax* ID#

Provider Zip Code

III. CRS File Naming Convention and File formats

Data must be received in either text or MicroSoft Excel format. A file name ending in either “txt” (a text file) or “xls” (an excel file) are the only two types of files we can accept presently (for an example of an excel file, return to the initial CRS page and refer to link, “View Example of Excel Worksheet, with CRS Data entered”). A file name then is to be constructed with; the name of the entity submitting the claims data, the quarter the claims are for, and the correct file format:

An example of a file name and Format for an Insurer named Hasbro = Hasbro_1Q2005.txt

An example of a file name and format for a TPA named Cook&Company = Cook&Company_1Q2005.xls

An example of a file name and format for a Bill Handler/Review named Concentra = Concentra_1Q2005.txt

IV. The Department of Industrial Accidents, Office of Health Policy receives CRS Data by either of these ways:

The email address for the Departments’ receipt of text or excel files is - franc@dia.state.ma.us.

This is the ONLY e-mail that should be used to send files.

The mailing address for the Department’s receipt of text or excel files on disettes/floppies or CD-ROMs sent by U.S. mail is:

Department of Industrial Accidents
Office of Health Policy
600 Washington St., 7th floor
Boston, MA 02111